



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Quality Assurance Specialist, Health Services [Classified Competitive]			Salary P26 \$71,408.73 - \$101,588.61
Posting Number 186-22	Position Number Continuous Recruitment	Number of Positions Continuous Recruitment	Posting Period * From: 02/15/2022 To: 08/15/2022
Location: Certificate of Need & Licensing 120 So. Stockton Street Trenton, New Jersey 08625			Scope of Eligibility/Open to: All Departments/State Employees
GENERAL DESCRIPTION			
<p>Division of Certificate of Need & Licensing - Office of Mental Health and Addiction Services - Under the supervision of a Quality Assurance Coordinator conducts routine and unannounced licensing inspections, the issuance of deficiency reports based on the inspection and the requirement of a plan of correction. Participates in Office of Administrative Law hearings related to negative licensing actions and appeals; provides recommendations to facilities regarding proactive prevention and quality improvement; conducts unannounced inspections and provides technical assistance for currently licensed programs and those who would like to become licensed.</p> <p>Vacancies assigned to the Department of Health, Division of Certificate of Need and Licensing, Office of Mental Health and Addiction Services. Alternative work sites located in Newark, Freehold, Trenton, Morris Plains, and Hammonton.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>LICENSE: A license as a Registered Nurse in the State of New Jersey.</p> <p>EXPERIENCE: Four (4) years of experience as a Registered Nurse, one (1) year of which is specialized experience including the monitoring and/or valuation of clinical or human services records and programs in a mental health, geriatric, health care setting, or human services agency.</p> <p>NOTE: A Bachelor's degree, and three (3) years of specialized experience in the field of quality assurance in a mental health, geriatric, health care setting, or human services agency which includes monitoring and/or evaluation of clinical or human services records and programs which may include allegations of abuse, neglect, exploitation, or incidents of client abuse or safety and well-being, may be substituted for the above license and experience requirements.</p> <p>NOTE: A Master's degree in Public Health or a health care related field may be substituted for one (1) year of indicated specialized experience.</p> <p>LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.</p>			
IMPORTANT FILING INSTRUCTIONS			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> • Forward the required documents electronically to: PSTHFEL@doh.nj.gov • Mail the required documents to: Christine Howley, Executive Assistant 3 Health Facilities Evaluation and Licensing Reference Posting #186-22 New Jersey Department of Health PO Box 367 Trenton, NJ 08625-0367 <p>Required documents:</p> <ul style="list-style-type: none"> • cover letter • resume • completed application, found at: http://www.nj.gov/health/forms/dpf-663.pdf <p><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>			

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
 - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
 - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
 - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
 - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
 - **The New Jersey Department of Health is an Equal Opportunity Employer.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*